



POSITION VACANCY ANNOUNCEMENT
NGSD-HRO-16- ADOS-08
Opening Date: 19 Feb 2016
Closing Date: 04 Mar 2016

BRANCH OF SERVICE: ARMY NATIONAL GUARD

POSITION TITLE: Material Handler (1 position)

LOWEST/HIGHEST GRADE AUTHORIZED: SPC/E-4 to SGT/E-5

DURATION OF ASSIGNMENT: 8 Mar 16 – 26 Aug 16 (with a break for Annual Training). This position is ADOS and is dependent on availability of funds. Orders may be extended or revoked depending on funds availability, job performance, continued need for the position, and mission requirements.

ORGANIZATION: USPFO for South Dakota

SELECTING OFFICIAL: LTC Kenneth Kerfont
Logistics Management Officer
6227 (1-605-737-6227)
thaddeus.k.kerfont.mil@mail.mil

LOCATION: Central Issue Facility, Camp Rapid, Rapid City, SD

Announcement does not constitute commitment to fill position.

POSITION DESCRIPTION:

Performs a full range of CIF warehousing activities to include receiving, storing, selecting and shipping OCIE. Travel on monthly USPFO Truck Run as CIF representative. Coordinates incoming and outgoing shipments and placement of materials within docking area. Prepares for inventory counts and directs shipments to shipping or storage areas. Determines physical condition and serviceability of OCIE as needed. Performs other duties as required.

QUALIFICATION REQUIREMENTS:

- a. General: Applicant must be a member or become a member of the SD National Guard.
- b. Applicant cannot have a temporary profile.
- c. The requirements for this position are.
 - Knowledge of computer programs and commands, Windows, Excel, etc
 - Knowledge of the supply programs and procedures

- Ability to communicate effectively, orally and in writing
 - Ability to operate material handling equipment: forklifts, pallet jacks, etc.
 - Ability to account for, monitor, perform turn-ins, conduct inventories and store OCIE equipment for accuracy
- d. Other: Applicants must be able to complete the determined tour of military duty prior to ETS. Applicants must have reliable transportation and live within fifty (50) miles of the duty station. Outside employment associations and off-duty conduct/activities must be consistent with federal directives on ethics and with state and federal conflict of interest policies. Position may require weekend or evening hours.

Submit the following:

1. DA Form 1058-R (Army Guard).
2. Current Retirement Point Assessment Statement (RPAS) NGB 23A.
3. Letter of Recommendation from Unit Commander.
4. Resume.
5. Most recent Medical Operational Data System (MODS) Individual Medical Readiness Record (IMRR)
6. Most recent AITS height and weight printout
7. Most recent DA Form 5500 or 5501[If height and weight listed on AITS height and weight printout is above the limits of Table 1 (Screening Table Weight) AR 600-9]
8. APFT Score Card (DA 705) with a successful passing score within 12 months.
9. Copy of any permanent profiles

Applications must be postmarked by the closing date and mailed to address below:

SD National Guard
HUMAN RESOURCE OFFICE
ATTN: SSG James Blackwell
2823 West Main Street
Rapid City, SD 57702-8170

FULL TIME EMPLOYEES OF THE SOUTH DAKOTA NATIONAL GUARD: Applicants will notify their full-time supervisor and respective Directorate/MACOM Administrative Officer of their decision to apply for this position.

EQUAL OPPORTUNITY: The South Dakota National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, or any other non-merit factors.